

Maryland Energy

Powering Maryland's Future

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February 22, 2012

David Moran, Assistant City Manager
City of Greenbelt
25 Crescent Road
Greenbelt, Maryland 20770

Dear Mr. Moran,

This letter is to remind the City of Greenbelt of some imminent deadlines concerning your City's American Recovery and Reinvestment Act (ARRA) funded Energy Efficiency and Conservation Block Grant (EECBG).

All construction needs to occur prior to June 1, 2012 and all invoicing needs to be received by the MEA by August 1, 2012.

Many grant recipients have had difficulties with meeting the federal requirements associated with this grant. To ensure that you meet the federal requirements necessary for reimbursement, it is imperative that you not wait until the last minute to invoice MEA. All Grant funds are dispersed to the Grantee in arrears and MEA cannot approve any invoices for payment until all the federal requirements of the grant have been satisfied. There will be no extensions to the EECBG grants.

In order to ensure that all EECBG funding is expended by the deadlines established by the U.S. Department of Energy (DOE), the federal agency funding the EECBG program:

- **MEA will not pay for any work occurring after the June 1, 2012 deadline.**
- **MEA will not accept any invoices in which the federal requirements associated with the grant have not been met by the August 1, 2012 deadline.**

If you need assistance with completing the documents required to get your EECBG project(s) invoiced, please feel free to contact Jenn Gallicchio (jgallicchio@energy.state.md.us or 410-260-7542) or Dean Fisher (dfisher@energy.state.md.us or 410-260-2605), the managers of MEA's EECBG program.

Additionally, if you decide that you are unable to meet the above deadlines or that you no longer wish to participate in the EECBG program, please communicate this decision to Jenn or Dean as soon as possible so MEA can share this information with DOE.

Thank you for your participation in the Maryland Energy Administration's Empower Energy Efficiency and Conservation Block Grant Clean Energy Communities Program.

Sincerely,
Walt Auburn



Director of Energy Efficiency

